

December 8, 2004 Airport Commission Minutes

Chairman Perry called the meeting to order at 8:00 a.m. Present were Vice-chairman Schober, Commissioner Bruce, and Secretary Richards. Commissioner Safo was not in attendance. Others present: Michael Hall, Bob Kunkel and Laura Moreland, Mead & Hunt; Val Ramos, Airport Admin; Michael Neau, Airport Admin; Chris Wodushek, Waukesha Flying Services; John Lotzer, Waukesha Flying Services; Keith Markano, Airport Manager; and Rodell Singert, County Supervisor and Jim Dwyer, County Board.

Approve/modify minutes of November 10, 2004 – Secretary Richards motioned to approve the November 10, 2004 minutes and Vice-chairman Schober made a second. The motion passed.

Public comment/correspondence – None

Chairman's report – Chairman Perry asked for Commissioners to volunteer for Mr. Markano's annual performance evaluation. Vice-chairman Schober and Secretary Richards agreed to work on the 2004 evaluation and meet with Mr. Markano before the end of the year.

Airport Manager's report – Mr. Markano reported that albeit a minimal snowfall, the first snowfall removal of the season went very well with the new contractor. The runways were done in less than a half hour, and the entire airport in three hours. Green Bay Flight Service has a new procedure for issuing NOTAM's during snow removal operations. There are two types of NOTAM's: D for distant dissemination and L for Local dissemination. Green Bay wants to have the NOTAM's issued to include verbiage that would enable them to encode it as a D NOTAM and thereby making it available to the affected Center and Approach Control facilities to distribute to pilots enroute. The verbiage on the NOTAM would technically close the runway for a specific amount of time; the closure would be listed as an effective Zulu time on the NOTAM and would also include a frequency that approaching aircraft should use to contact the airport or snow removal crew personnel to get permission to land. This new procedure will ensure an increased level of operational safety during snow removal operations.

The snow removal equipment bids scheduled to be open November 18th did not take place. There are two manufacturers approved by the FAA for this type of equipment, OshKosh Truck and Kodiak Northwest in Idaho. Due to government purchasing procedures a non-proprietary spec is required. Because there are only two manufacturers there are some major components that each do their own way, thereby making the spec open to protest by the other manufacturer. The County had some requirements they wanted on the equipment that Kodiak objected to as not "spec required". After working through several addendums Mr. Markano uncovered documentation to support the original spec. A fourth addendum was issued returning those items changed initially to meet Kodiak's charge back to what was originally specified.

Airport Gates – We received notice that additional funding for the gates came through from the Office of Justice Assistance. This will enable us to proceed with the gate project.

Appropriation – The Omnibus spending bill was approved by the joint house conference committee on November 20, 2004. On the 24th, it was sent on to the President for his signature. Although the bill hasn't been signed yet, Waukesha County Airport was listed in as airport in the appropriation to receive priority funding. Once signed the text will be given to the FAA for interpretation and then on to the ADO and then the State. We were listed as being eligible for \$3,000,000. Although the initial request for the project was \$4.4M, there are several options that may be possible to get the remaining funding. Mr. Markano said he would be meeting with both Mead & Hunt and the BOA to go over possible scenarios.

Regarding the tetrahedron, Mr. Markano said it might be in operation by January. Mr. Markano also reported that at this time the airport is experiencing problems with the localizer. More update on this at the January meeting.

Mr. Neau reviewed the monthly reports with the Commission – Weather – November VFR percentage was 88% compared to 78% last November. The YTD percentage matches last year's percentage of 89%.

Traffic Operations – Traffic operations in November were 7,017 and 5,574 in 2003, an increase of 1,443 (26%) operations in 04. Year to date total is 84,156. This number is down 2,045 operations from 2003, a 2.4% decrease.

In October all three airports had operational decreases. Waukesha was down 15% compared to October 2003. Milwaukee was down 28.6% and Timmerman was down 24.2% in October 2003. Year to date in 2004 Waukesha is down 4.3% compared to 2003. In 2003 Timmerman was down 7.1% and Milwaukee down 19.6%.

Fuel – November 2004 fuel flow was 71,142 gallons compared to 78,991 gallons in November 2003, a decrease of 9.94%. Jet fuel was 62,690 gallons, down 11.2% from November 2003. 100LL was 8,452 gallons, up .36% from November 2003. Year to date total gallons in 2004 is 1,066,808 compared to 1,055,294 in 2003, an increase of 1.1%.

Discussion on Environmental Assessment activities to date by Mead & Hunt – Chairman Perry asked Mr. Bob Kunkel, of Mead and Hunt to address the Commission on this item. Last month Mead & Hunt met with County and City officials to present runway safety area alternatives and to get feed back from them after the presentation. Mead & Hunt also went to Holland, Michigan to look at alternatives used at their airport. Mr. Hall gave a brief overview of the safety area alternatives and cost issues. The Commission and those present were given copies of the alternatives by Mead & Hunt. Mr. Hall said if no action on alternatives is taken this could jeopardize FAA funding for the Airport. The County can submit a waiver continuance request to the FAA for consideration.

Alternatives for West End - 1) Close Silvernail Road (cul de sac) – this would cause some impact to thru traffic; 4) Re-align Silvernail Road enough to accommodate safety issues – wetlands a problem; 5) Tunnel Silvernail – there are some wetlands, but not too significant; 6) Shift runway east 700 feet – far enough to fit in runway safety area required; 7) Shorten runway 700 feet – avoid impact to Silvernail Road – this would impact aircraft operations; 9) EMAS (Engineered Material Arresting System) – Install blocks off end of runway to stop aircraft traveling up to 70 knots – no impact to Silvernail Road – minimal wetlands impact – some minor damage to aircraft landing gear – no harm to passengers – ends waiver and meets criteria for runway safety area. Site preparation and asphalt pad required - \$3.5-\$4 Mil cost – plow recommended for snow removal. Weather maintenance cost – painted every three years and sealer every 3-4 years to keep watertight. FAA has approved EMAS use. FAA update design issues on EMAS on 9/04.

Alternatives for East End – More property impact involved, wetlands, and volume of traffic is more.

Secretary Richards said EMAS seems to be best alternative. Vice-chairman Schober suggested use of EMAS at both ends. No EMAS on west side if Silvernail realigned. Commissioner Bruce asked if this material has been used in wetland area. Answer was that EMAS would not be used on wetlands. The County could submit continuance of waiver letter to the FAA that probably would not be approved.

Mead & Hunt said an information meeting would be held later part of January for the public. Chairman Perry and the Commission expressed their appreciation to Mr. Kunkel, Ms. Moreland, and Mr. Hall for their presentation at today's meeting.

Future Commission agenda items – None

A motion to adjourn was made by Secretary Richards with a second by Vice-chairman Schober. The motion passed.

Meeting adjourned at 9:30 a.m.

Next Commission Meeting: 8:00 a.m. on Wednesday, January 12, 2005

Respectfully submitted

Dick Richards
Secretary
12/10/04

DRvr